

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2000

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan

Agency Identification

PHA Name: Southern Iowa Regional Housing Authority

PHA Number: IA117

PHA Fiscal Year Beginning: (mm/yyyy) 01/01/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices

☐ Other (list below)

5-YEAR PLAN

PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: "THE GOAL OF SIRHA IS TO PROVIDE DECENT, SAFE, AND SANITARY HOUSING AND CREATE A POSITIVE ENVIRONMENT TO HELP PROMOTE SELF SUFFICIENCY."

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☐ PHA Goal: Expand the supply of assisted housing
Objectives:
 - ☐ Apply for additional rental vouchers:
 - ☐ Reduce public housing vacancies:
 - ☐ Leverage private or other public funds to create additional housing opportunities:
 - ☐ Acquire or build units or developments

- ☐ Other (list below)

- ☐ PHA Goal: Improve the quality of assisted housing
Objectives:
 - ☐ Improve public housing management: (PHAS score) _____
 - ☐ Improve voucher management: (SEMAP score) _____
 - ☐ Increase customer satisfaction:
 - ☐ Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - ☐ Renovate or modernize public housing units:
 - ☐ Demolish or dispose of obsolete public housing:
 - ☐ Provide replacement public housing:
 - ☐ Provide replacement vouchers:

 - ☐ Other: (list below)

- ☐ PHA Goal: Increase assisted housing choices
Objectives:
 - ☐ Provide voucher mobility counseling:
 - ☐ Conduct outreach efforts to potential voucher landlords
 - ☐ Increase voucher payment standards
 - ☐ Implement voucher homeownership program:
 - ☐ Implement public housing or other homeownership programs:
 - ☐ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☐ PHA Goal: Provide an improved living environment
Objectives:
 - ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☐ PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - ☐ Increase the number and percentage of employed persons in assisted families:
 - ☐ Provide or attract supportive services to improve assistance recipients' employability:
 - ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☐ Other: (list below)

Other PHA Goals and Objectives:

Goal 1: Provide Affordable Housing

- X Provide and maintain 937 units of Section 8 Rental Assistance units as funded by HUD.
- X Maintain a lease-up of 95% or greater for Section 8 Rental Assisted units.
- X Provide and maintain 126 units of Public Housing, minus any units sold through our Public Housing Home Ownership program.
- X Maintain a lease-up of 95% or greater for Public Housing units.

Goal 2: Promote Self-Sufficiency and Economic Opportunities

- X Provide and maintain Family Self-Sufficiency Program for the Section 8 Rental Assisted families.
- X Maintain at least 30 family participants in the Family Self-Sufficiency Program.
- X Maintain a Family Investment Center Program of 20 family participants.
- X Provide or attract supportive services for both the Family Self-Sufficiency and Family Investment Center Programs.

Goal 3: Promote Home Ownership for Low Income Families

- X Offer Public Housing families the opportunity to purchase Public Housing units through our Home Ownership 5 (h) Program.
- X Seek and apply for available funds that can be used for Home Ownership.
- X Consider and Pursue the Section 8 Home Ownership Program if feasible.

THESE GOALS AND OBJECTIVES ARE DEPENDENT ON ADEQUATE AND CONTINUOUS FUNDING FROM HUD.

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. **Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

- ☒ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

(i) Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

1. Housing Needs.

The Southern Iowa Regional Housing Authority used the information contained in the Consolidated State Plan to help prepare our Goals and Objectives. It reflects our priorities set forth in Our Mission Statement. The Southern Iowa Regional Housing Authority (SIRHA) has determined that the housing needs for low, very low, and extremely low income families (including elderly families and families with disabilities) in the jurisdiction and on the HA waiting list are as follows:

See Housing Needs on Page 4 & 5 of the 5 year Plan Section of this document. Also, see Attachment U, Housing Needs Section of the Consolidated State Plan.

2. Financial Resources.

The estimated financial resources available for the support of the Federal Public Housing and tenant-based assistance programs administered by the HA during the plan year is equal to 100% of the subsidy (or a lesser percentage if HUD so determines),

Capital Fund Program, Section 8 Administrative Fees, Rental Income, and other non-regular or sporadic income. **See Page 20 for Details.**

3. Policies Governing Eligibility, Selection, and Admissions.

The HA has previously submitted the Public Housing Admissions and Continued Occupancy Policy and the Section 8 Administrative Plan, with supporting documentation, to the U. S. Department of Housing and Urban Development. These plans are current and comply with the new law and regulations. These policies are reviewed on a regular basis to monitor compliance. **See Attachments A, C, and D.**

4. Rent Determination.

This information is contained in the Public Housing Admissions and Continued Occupancy Policy and the Section 8 Administrative Plan. **See Attachment C and D.**

5. Operations and Management.

The following documents are used for the Operations and Management of the Southern Iowa Regional Housing Authority's Section 8 and Public Housing Programs.

A copy of the following have previously been submitted to HUD or are attached hereto:

Public Housing:

1. Maintenance Plan (Includes Pest Control Policy)
2. Public Housing Admissions and Occupancy Policy (Includes Grievance Procedure, Pet Policy, Occupancy Rules and Regulations)
3. Family Investment Center Program
4. Deconcentration Policy
5. Procurement Policy
6. Disposition Policy
7. Capitalization Policy
8. Investment Policy
9. Equal Housing Opportunity Policy
10. Drug Free Workplace Policy
11. Personnel Policy
12. Check Signing Authorization Policy

13. Resident Involvement Program

Section 8

1. Section 8 Administration Plan
2. Family Self-Sufficiency Action Plan
3. Equal Housing Opportunity Policy
4. Procurement Policy
5. Disposition Policy
6. Capitalization Policy
7. Investment Policy
8. Personnel Policy
9. Drug Free Workplace Policy
10. Check Signing Authorization Policy

6. Grievance Procedures.

A copy of the Grievance Procedures is attached hereto. **See Attachments C and D.**

7. Capital Improvements.

A list of the capital projects and the estimates of costs are attached hereto. **See PHA Plan Table Library.**

8. Demolition and/or Disposition.

There are no planned Demolition and/or Disposition projects anticipated at this time within the scope of the plan.

9. Designation of Public Housing for Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities.

There is no plan anticipated at this time to designate projects for Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities.

10. Conversion of Public Housing.

The Housing Authority has no plans at this time to convert any Public Housing to tenant-based assistance.

11. Homownership.

The HA is presently operating an approved Section 5(h) Homeownership Program. **See Attachment T.**

12. Community Service and Self-Sufficiency.

The HA has the following programs provided under the program:

See Pages 53 and 54 in the Annual Plan section of the document.

13. Safety and Crime Prevention.

The Southern Iowa Regional Housing Authority in consultation with residents and various law enforcement agencies ascertained that we have little or no crime or security problems. We have developed our Crime and Safety Prevention Plan in conjunction with the above groups. We have not received a PHDEP Technical Assistance or PHDEP Grant from HUD in the last 3 years. Law enforcement is provided to our tenants the same as to any other resident of our jurisdiction.

14. Ownership of Pets in Public Housing.

The Pet Policy of the HA is a part of the Public Housing Admissions and Continued Occupancy Policy, which has previously been submitted to HUD. Any appropriate changes that need to be made after HUD issues the new regulations will be made to comply with said regulations. A copy of the Pet Policy is attached hereto. **See Attachment C.**

15. Civil Rights Certification.

The Southern Iowa Regional Housing Authority will carry out its plan in Compliance with all applicable fair housing and civil rights requirements. This HA will continue to monitor and investigate complaints, and will continue to require certification by all private contractors doing business with this HA that Civil Rights laws are followed. The HA shall continue to examine programs or proposed programs,

identify any impediments to fair housing choice within those programs, address any impediments and work with local jurisdictions to initiate initiatives to affirmatively further fair housing that require HA involvement, and shall continue to maintain records reflecting these analyses and actions.

16. Fiscal Year Audit.

A copy of this audit has either been previously submitted to HUD, and/or a copy of the audit is attached hereto. **See Attachment S.**

17. Asset Management. The HA utilizes the following policies in the area of asset management:

Capitalization, Capital Fund Program, Procurement and Disposition Policy, Annual Inventory, Inspections, Pest Control, Grounds Maintenance and Management. **See Attachments F, I, J, and K.**

(ii) Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting

documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a SEPARATE file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- A Admissions Policy for Deconcentration
FY 2000 Capital Fund Program Annual Statement is in PHA Plan Table Library
- B Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- E PHA Management Organizational Chart

FY 2000 Capital Fund Program 5 Year Action Plan is in PHA Plan Table
Library

- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- X Other
 - C. Public Housing Admissions and Occupancy Policy
(Includes Grievance Procedure, Pet Policy, Occupancy Rules & Regulations)
 - D. Section 8 Administration Plan
 - F. Maintenance Plan - (Includes Pest Control Policy)
 - G. Family Investment Center Program Administrative Plan
 - H. Family Self-Sufficiency Action Plan
 - I. Procurement Policy
 - J. Disposition Policy
 - K. Capitalization Policy
 - L. Investment Policy
 - M. Equal Housing Opportunity Policy
 - N. Drug Free Workplace Policy
 - O. Personnel Policy
 - P. Check Signing Authorization Policy
 - R. PHA Plan Certifications of Compliance with PHA Plans
 - 1. Civil Rights Certification
 - 2. State Certification of Consistency with Consolidated Plan
 - S. Fiscal Audit Report 1998
 - T. Section 5(h) Homeownership Program
 - U. Housing Needs Section of the State Consolidated Plan
 - V. Resident Involvement Plan

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of
Supporting
Documents
Available
for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plan
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year and Annual Plan
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plan
X	Consolidated Plan for the jurisdictions in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program.	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan. (TSAP)	Annual Plan: Eligibility, Selection, and Admissions Policy
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certification of compliance with deconcentration requirements (Section 16 (a) of the US Housing Act of 1937, as implemented in the 2/18/99 Quality Housing and Work Responsibility Act Initial Guidance Notice and any further HUD guidance) and 2 Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public Housing management and maintenance policy documents, including policies for the prevention or eradication of pest infection (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public Housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures

**Applicable
&
On
Display**

Supporting document

**Applicable Plan
Component**

X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
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	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition or Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plan)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Applicable & On Display	Supporting Document	Applicable Plan Component
	Policies governing any Section 8 Homeownership program Check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and TANF agency	Annual Plan: Community Service and Self-Sufficiency

X	FSS action Plan/s for public housing and/or Section 8	Annual Plan: Community Service and Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP, ROSS or other resident services grant) grant program reports	Annual Plan: Community Service and Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually, use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction

n

by Family Type

Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	4947	4	3	3	3	2	2
Income >30% but <=50% of AMI	2215	3	2	3	3	2	2
Income >50% but <80% of AMI	3770	2	2	2	3	2	2
Elderly	4009	3	3	2	3	3	2
Families with Disabilities	732	3	3	2	3	3	2
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- X Consolidated Plan of the Jurisdiction/s
Indicate year: 1995
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year: _____
- ☐ Other housing market study

Indicate year: _____

☐ Other sources: (list and indicate year of information)

A. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option

**Housing Needs of
Families on the
Waiting List**

Waiting list type: (select
one)

Section 8 tenant-
based assistance
x Public Housing
Combined Section
8 and Public Housing
Public Housing
Site-Based or sub-
jurisdictional waiting
list (optional)

If used, identify
which
development/sub-
jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	79		
Extremely low income <=30% AMI	74	94%	

Very low income (>30% but <=50% AMI)	3	4%
Low income (>50% but <80% AMI)	2	2%
Families with children	48	61%
Elderly families	31	39%
Families with disabilities	0	0%
Race/ethnicity	White/Non Hispanic	100%

Race/ethnicity

Characteristics by
Bedroom Size
(Public Housing Only)

1 BR	40	51%
2 BR	22	28%
3 BR	15	19%
4 BR	2	2%
5 BR	0	0%

Is the waiting list closed
(select one)? X No

 Yes

If yes:

How long has it been
closed (# of months)?

- Does the PHA expect

to reopen the list during
the PHA Plan year? ☐

No ☐ Yes

Does the PHA permit
specific categories of
families onto the
waiting list, even if
generally closed? ☒

No ☐ Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select
one)

- ☒ Section 8 tenant-based
assistance
- ☐ Public Housing
- ☐ Combined Section
8 and Public Housing
- ☐ Public Housing Site-
Based or sub-
jurisdictional waiting
list (optional)
If used, identify which
development/subjurisdic
tion:

of families

% of total families

Annual Turnover

Waiting list total 368

Extremely low 285 77%
income <=30% AMI

Very low income 73 20%

(>30% but <=50%
AMI)

Low income (>50% but <80% AMI)	10	3%
--------------------------------------	----	----

Families with children	276	75%
---------------------------	-----	-----

Elderly families	62	17%
------------------	----	-----

Families with Disabilities	30	8%
-------------------------------	----	----

Race/ethnicity	White/Non Hispanic	100%
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Race/ethnicity

Race/ethnicity

Race/ethnicity

Characteristics by
Bedroom Size
(Public Housing
Only)

1 BR

2 BR

3 BR

4 BR

5 BR

5+ BR

Is the waiting list
closed (select one)?

X No ☐ Yes

If yes:

How long has it
been closed (# of
months)? _____

Does the PHA
expect to reopen the
list in the PHA Plan
year? ☐ No ☐ Yes

Does the PHA
permit specific
categories of
families onto the
waiting list, even if
generally closed? x
No ☐ Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- x Employ effective maintenance and management policies to minimize the number of public housing units off-line
- x Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance

- development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
 - ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
 - ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
 - ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
 - ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
 - ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
 - ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☒ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- x Other: (list below)

Provide the opportunity for Homeownership to eligible Public Housing Residents

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- X Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- X Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- X Funding constraints
- ☐ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources:

Planned Sources and Uses

Sources	Planned \$	Planned Uses
----------------	-------------------	---------------------

1. Federal Grants (FY 2000 grants)

- | | | |
|---------------------------------------|-------------|--|
| a. Public Housing Operating Fund | \$105,000 | |
| b. Public Housing Capital Fund | \$243,000 | |
| c. HOPE VI Revitalization | \$0 | |
| d. HOPE VI Demolition | \$0 | |
| e. Annual Contributions for Section 8 | \$2,900,000 | |

Tenant-Based Assistance

- f. Public Housing Drug Elimination Program (including any Technical Assistance funds) \$0
- g. Resident Opportunity and Self-Sufficiency Grants \$0
- h. Community Development Block Grant \$0
- i. HOME \$0

Other Federal Grants (list below)

**2. Prior Year Federal Grants
(unobligated funds only) (list
below)**

Family Investment Center Program	\$89,000	Public Housing Supportive Services
----------------------------------	----------	---------------------------------------

3. Public Housing Dwelling Rental Income	\$140,000	Public Housing Screening
---	-----------	-----------------------------

4. Other income (list below)

Interest	\$26,000	Administration and Operations
----------	----------	----------------------------------

Laundry/Other tenant charges	\$16,000	Administration and Operations
------------------------------	----------	-------------------------------

4. Non-federal sources (list below)

Management fees	\$45,000	Administration and Operations
-----------------	----------	-------------------------------

Total resources	\$3,564,000	
------------------------	--------------------	--

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

See Public Housing Admissions and Continued Occupancy Policy - Attachment C

See Section 8 Administrative Plan - Attachment D

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- X Other: (describe)

Immediately after the family applies.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- X Criminal or Drug-related activity
- X Rental history
- X Housekeeping
- ☐ Other (describe)

c. X Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. X Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes X No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☐ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- X Other (describe)

One single waiting list for the entire jurisdiction.

b. Where may interested persons apply for admission to public housing?

- X PHA main administrative office
- ☐ PHA development site management office
- X Other (list below)

Community Centers within our jurisdiction.

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? ——

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists? ——

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists? ——

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
X Two
☐ Three or More

b. X Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- X Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- X Emergencies
X Overhoused
X Underhoused
X Medical justification
X Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

a. Preferences

1. ☐ Yes X No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

1. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☐ Victims of domestic violence
☐ Substandard housing
☐ Homelessness
☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families

- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

—— Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 Victims of domestic violence
 Substandard housing
 Homelessness
 High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers

- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X The PHA-resident lease
X The PHA's Admissions and (Continued) Occupancy policy
X PHA briefing seminars or written materials
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- X At an annual reexamination and lease renewal
X Any time family composition changes
X At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☐ Yes X No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes X No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income

mixing goals at targeted developments

If selected, list targeted developments below:

- ☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
☐ Actions to improve the marketability of certain developments
☐ Adoption or adjustment of ceiling rents for certain developments
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

☒ Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

☒ Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- X Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☐ Other (list below)
- b. ☐ Yes X No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☐ Yes X No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes X No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- X Criminal or drug-related activity
- X Other (describe below)

We supply names of former landlords that are known to us.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- X None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- X PHA main administrative office

X Other

Community Outreach Centers in our jurisdiction

(3) Search Time

a. X Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

If an extension is requested and adequate reason supplied.

(4) Admissions Preferences

a. Income targeting

X Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. X Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the me number next to each. That means you can use "1" more than once, "2" more an once, etc.

—— Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- ☒ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- ☐ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☐ Other (list below)
- a. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- ☐ Through published notices
- ☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

See Public Housing Admissions and Continued Occupancy Policy - Attachment C

See Section 8 Administrative Plan - Attachment D

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- X The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- X \$0
☐ \$1-\$25
☐ \$26-\$50

2. ☐ Yes X No: Has the PHA adopted any discretionary minimum rent hardship exemption

policies?

3. If yes to question 2, list these policies below:

a. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☒ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☐ Yes for all developments

- ☐ Yes but only for some developments
- ☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- ☐ Other (list below)

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
☐ Survey of rents listed in local newspaper
☐ Survey of similar unassisted units in the neighborhood
☒ Other (list/describe below)

The Fair Market Rent as established by the Department of Housing and Urban Development.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
☒ 100% of FMR
☐ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
- ☐ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ X An organization chart showing the PHA's management structure and organization is attached.
- ☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

- List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	121	38
Section 8 Vouchers	937	432
Section 8 Certificates		
Section 8 Mod Rehab		

Special Purpose Section
8 Certificates/Vouchers
(list individually)

Public Housing Drug
Elimination Program
(PHDEP)

Other Federal
Programs(list
individually)

Family Self-Sufficiency Program	58	21
------------------------------------	----	----

Public Housing Family Investment Center Program	30	12
---	----	----

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

The Southern Iowa Regional Housing Authority has the following policies that govern our operations and apply to the Public Housing Program:

1. Admissions and Continued Occupancy Policy
2. Capitalization Policy

3. Check Signing Authorization Policy
4. Disposition Policy
5. Drug Free Workplace Policy
6. Equal Housing Opportunities Policy
7. Investment Policy
8. Procurement Policy
9. Personnel Policy
10. Maintenance Plan (Includes Pest Control Policy)
11. Family Investment Center Program Administrative Plan
12. Deconcentration Policy
13. Resident Involvement Program

(2) Section 8 Management: (list below)

The Southern Iowa Regional Housing Authority has the following Policies that govern our operations and apply to the Section 8 Program:

1. Section 8 Administration Plan
2. Family Self-Sufficiency Action Plan
3. Equal Housing Opportunity Policy
4. Procurement Policy
5. Disposition Policy
6. Capitalization Policy
7. Investment Policy
8. Personnel Policy
9. Drug Free Workplace Policy
10. Check Signing Authorization Policy

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

See Public Housing Admissions and Continued Occupancy Policy - Attachment C

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- ☒ PHA main administrative office
 - ☐ PHA development management offices
 - ☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- ☒ PHA main administrative office
 - ☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

See - PHA Plan Table Library

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

X The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (PHA Plan Table Library) ———

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. X Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (PHA Plan Table Library)

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
1. Development name:
 2. Development (project) number:
 3. Status of grant: (select the statement that best describes the current status)
- ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☐ Activities pursuant to an approved Revitalization Plan underway
- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:
- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:
- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program

Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description

1a. Development name:

1b. Development
(project) number:

2. Activity type:

Demolition ☐

Disposition ☐

3. Application status
(select one)

Approved ☐

Submitted, pending
approval ☐

Planned application ☐

4. Date application
approved, submitted, or
planned for submission:
(DD/MM/YY)

5. Number of units
affected: _____

6. Coverage of action
(select one)

☐ Part of the
development

☐ Total development

7. Timeline for activity:

a. Actual or projected
start date of activity:

b. Projected end date of
activity:

**9. Designation of Public Housing for Occupancy by Elderly Families or
Families with Disabilities or Elderly Families and Families with
Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as

provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

**Designation of Public
Housing Activity
Description**

1a. Development name:

1b. Development
(project) number:

2. Designation type:

Occupancy by only the
elderly ☐

Occupancy by families
with disabilities ☐

Occupancy by only
elderly families and
families with disabilities
☐

3. Application status

(select one)

Approved; included in
the PHA’s Designation
Plan ☐

Submitted, pending
approval ☐

Planned application ☐

4. Date this designation
approved, submitted, or
planned for submission:
(DD/MM/YY)

5. If approved, will this
designation constitute a
(select one)

- ☐ New Designation
Plan
☐ Revision of a
previously-approved
Designation Plan?

1. Number of units affected:

7. Coverage of action
(select one)

- ☐ Part of the
development
☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes X No: Have any of the PHA's developments or portions of developments
been identified by HUD or the PHA as covered under section 202 of
the HUD FY 1996 HUD Appropriations Act? (If "No", skip to
component 11; if "yes", complete one activity description for each
identified development, unless eligible to complete a streamlined

submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

**Conversion of Public
Housing Activity
Description**

1a. Development name:

1b. Development
(project) number:

2. What is the status of
the required
assessment?

- ☐ Assessment
underway
☐ Assessment results
submitted to HUD
☐ Assessment results
approved by HUD (if
marked, proceed to next
question)
☐ Other (explain
below)

3. ☐ Yes ☐ No: Is a
Conversion Plan
required? (If yes, go to
block 4; if no, go to
block 5.)

4. Status of Conversion

Plan (select the statement that best describes the current status)

☐ Conversion Plan in development

☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY)

☐ Conversion Plan approved by HUD on: (DD/MM/YYYY)

☐ Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

☐ Units addressed in a pending or approved demolition application (date submitted or approved: _____)

☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)

☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)

☐ Requirements no longer

applicable: vacancy
rates are less than 10
percent
☐ Requirements no
longer applicable: site
now has less than 300
units
☐ Other: (describe
below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

The Southern Iowa Regional Housing Authority has an active Homeownership Program. It was developed under the guidance and rules of the Section 5 (h) interim rule published in the Federal Register on September 20, 1991. (See attached Homeownership document.) **See Attachment - T**

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. X Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4).
(If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high**

performing PHA status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

**Public Housing
Homeownership
Activity Description
(Complete one for
each development
affected)**

1a. Development name:

1b. Development

(project) number:

IA05P117003

2. Federal Program

authority:

☐ HOPE I

☒ 5(h)

☐ Turnkey III

☐ Section 32 of the
USHA of 1937

(effective 10/1/99)

3. Application status:

(select one)

☒ Approved; included
in the PHA’s

Homeownership

Plan/Program

☐ Submitted, pending
approval

☐ Planned application

4. Date Homeownership
Plan/Program approved,
submitted, or planned
for submission:
(05/08/1992)

1. Number of units affected:

24

6. Coverage of action:
(select one)

☐ Part of the
development

☒ Total development

**Public Housing
Homeownership
Activity Description
(Complete one for
each development
affected)**

1a. Development name:

1b. Development
(project) number:

IA05P117005

2. Federal Program
authority:

☐ HOPE I

☒ 5(h)

☐ Turnkey III

☐ Section 32 of the
USHA of 1937

(effective 10/1/99)

3. Application status:

(select one)

X Approved; included
in the PHA's

Homeownership

Plan/Program

☐ Submitted, pending
approval

☐ Planned application

4. Date Homeownership
Plan/Program approved,
submitted, or planned
for submission:

(05/08/1992)

2. Number of units
affected: 20

6. Coverage
of action: (select one)

☐ Part of
the development

X Total
development

**Public Housing
Homeownership
Activity Description
(Complete one for
each development
affected)**

1a. Development name:

1b. Development
(project) number:

IA05P117006

2. Federal Program
authority:

☐ HOPE I

X 5(h)

☐ Turnkey III

☐ Section 32 of the
USHA of 1937

(effective 10/1/99)

3. Application status:
(select one)

X Approved; included
in the PHA's

Homeownership
Plan/Program

☐ Submitted, pending
approval

☐ Planned application

4. Date Homeownership
Plan/Program approved,
submitted, or planned
for submission:

(05/08/1992)

3. Number of units
affected: 05

6. Coverage
of action: (select one)

☐ Part of
the development

X Total
development

**Public Housing
Homeownership
Activity Description
(Complete one for
each development)**

affected)

1a. Development name:

1b. Development

(project) number:

IA05P117008

2. Federal Program

authority:

☐ HOPE I

☒ 5(h)

☐ Turnkey III

☐ Section 32 of the
USHA of 1937

(effective 10/1/99)

3. Application status:

(select one)

☒ Approved; included
in the PHA's

Homeownership

Plan/Program

☐ Submitted, pending
approval

☐ Planned application

4. Date Homeownership
Plan/Program approved,
submitted, or planned
for submission:

(05/08/1992)

4. Number of units
affected: 05

6. Coverage
of action: (select one)

☐ Part of
the development

☒ Total

development

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☐ Yes ☒ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
☐ Jointly administer programs
☐ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program
☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
☒ Public housing admissions policies
☐ Section 8 admissions policies
☐ Preference in admission to section 8 for certain public housing families
☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA

- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

X Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs

Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Investment Center Program	25	Voluntary	Community Action Centers/PHA Main Office	Public Housing residents
Coordinated Care	70	Elderly Public Housing residents	Area Agency on Aging	Public Housing residents
Program Coordinating Committee	55	Voluntary	Referral from PHA main office	Section 8 participant

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS)

Participation

Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 01/08/99)
---------	--	--

Public Housing

Section 8

33

60

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
 - X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - X Informing residents of new policy on admission and reexamination
 - X Actively notifying residents of new policy at times in addition to admission and

- reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
 - ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
 - ☐ Residents fearful for their safety and/or the safety of their children
 - ☐ Observed lower-level crime, vandalism and/or graffiti
 - ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
 - ☐ Other (describe below)
2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).
 - ☐ Safety and security survey of residents
 - ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
 - ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
 - ☐ Resident reports

- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☒ No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

[24 CFR Part 903.7 9 (n)]

See Attachment C for Pet Policy

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. See Attachment R.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

See Attachment S.

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?

4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☒ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
1. What types of asset management activities will the PHA undertake? (select all that apply)
- ☒ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident

Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- ☐ Attached at Attachment (File name) _____
- ☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☒ Yes ☐ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

Residents of Public Housing are nominated and elected by all adult household members of Public Housing to serve on the Resident Advisory Council. Section 8 participants are not allowed to participate in the election process however, they are allowed to serve on the RAC on a voluntary basis. The resident PHA Executive Board member is elected by the RAC members.

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
Candidates could be nominated by any adult recipient of PHA assistance
- ☒ Self-nomination: Candidates registered with the PHA and requested a place on ballot

☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- X Other (list)

Any adult resident of Public Housing listed on the lease.

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- X Other (list)

All adult residents of Public Housing listed on the lease.

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction:

State of Iowa Consolidated Plan - 1995

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- 1. Provide affordable housing**
- 2. Provide Homeownership opportunities for eligible families**

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

The Goals and Objectives of the PHA include the provision of affordable housing and homeownership opportunities for low income. The PHA also helps maintain sanitary and safe housing.

See attached housing needs section of the State Consolidated Plan.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 2000 FFY of Grant Approval: (09/1999)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	\$0
2	1406 Operations	\$0
3	1408 Management Improvements	\$0
4	1410 Administration	\$10,000
5	1411 Audit	\$0
6	1415 Liquidated Damages	\$0
7	1430 Fees and Costs	\$0
8	1440 Site Acquisition	\$0
9	1450 Site Improvement	\$1,443
10	1460 Dwelling Structures	\$154,000
11	1465.1 Dwelling Equipment-Nonexpendable	\$23,300
12	1470 Nondwelling Structures	\$13,000
13	1475 Nondwelling Equipment	\$4,000
14	1485 Demolition	\$0
15	1490 Replacement Reserve	\$0

16	1492	Moving to Work Demonstration	\$0
17	1495.1	Relocation Costs	\$0
18	1498	Mod Used for Development	\$0
19	1502	Contingency	\$0
20	Amount of Annual Grant (Sum of lines 2-19)		\$205,743
21	Amount of line 20 Related to LBP Activities		\$0
22	Amount of line 20 Related to Section 504 Compliance		\$0
23	Amount of line 20 Related to Security		\$0
24	Amount of line 20 Related to Energy Conservation Measures		\$0

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
3	Replace cabinets and countertops in 24 units	1460	\$44,000
4	Replace ranges in 70 units	1465.1	\$20,000
4	Replace drapes and traverse rods in 70 units	1460	\$20,000
4	Replace carpet/vinyl floor coverings in 30 units and 5 community rooms	1460	\$40,000
	Replace hand railing	-	\$1,443
4	Replace all casement windows in 10	1460	\$20,000

Table Library

	units		
4	Replace washer/dryer at one laundry site	1475	#1,500
5	Replace floor coverings in 10 units	1460	\$12,000
5	Replace 4 garage doors	1460	\$2,000
5	Replace 4 porches and railings	1460	\$6,000
5	Replace foundation on one building	1460	\$10,000
6	Replace 4 refrigerators and 3 ranges	1465.1	\$3,300
8	Build 16' X 18' addition on existing maintenance garage and install new steel siding on entire structure	1470	\$13,000
HA-Wide	Purchase 8' X 10' enclosed trailer	1475	\$1,500
HA-Wide	Purchase maintenance equipment (Texture gun/rear tiller for lawn tractor)	1475	\$1,000
HA-Wide	CGP Coordinator - Charge 25% of Building & Grounds Specialist wages/fringes for program administration	1410	\$10,000

Annual Statement

**Capital Fund
Program (CFP)
Part III:
Implementation
Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
003	12/31/2000	03/31/2001
004	12/31/2000	03/31/2001
005	12/31/2000	03/31/2001
006	12/31/2000	03/31/2001
008	12/31/2000	03/31/2001
HA-Wide	12/31/2000	03/31/2001

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
HA-Wide	Southern Iowa RHA		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Purchase new maintenance truck with utility service box		\$18,000	2001
Purchase new maintenance van with utility service		\$18,000	2001
CGP Coordinator - 25% of Building and Grounds Specialist wages/fringes for program administration		\$46,000	2001
Total estimated cost over next 5 years		\$82,000	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IA117003	Southern Iowa RHA	4	17%
Description of Needed Physical Improvements of Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)	
Repair foundation	\$4,000	2001	
Replace wood deck/porches in 24 units	\$30,000	2001	
Replace/add concrete sidewalks/driveways	\$17,000	2001	
Replace interior/closet doors with hardware	\$17,000	2001	
Replace smoke detectors	\$2,000	2002	
Install/replace existing A/C access panels	\$5,000	2002	
Repair ceilings and texture problems	\$13,000	2003	
Replace floor coverings	\$60,000	2003	
Replace exterior storage room doors	\$12,000	2002	
Replace storm doors	\$8,000	2003	
Replace water heaters	\$7,000	2004	
Total estimated cost over next 5 years (year one on annual statement)	\$175,000		

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IA117004	Southern Iowa RHA	1	1%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Correct foundation moisture/drainage problem			\$10,000	2001
Replace all casement windows in 65 units			\$130,000	2001
Replace/add concrete driveways/sidewalks			\$50,000	2001
Replace 70 water heaters			\$21,000	2002
Replace interior bi-fold closet doors			\$21,000	2003
Replace entry and storm doors			\$45,000	2002
Total estimated cost over next 5 years (year one on annual statement			\$277,000	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IA117005	Southern Iowa RHA	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace electric baseboard heaters in 4 units			\$3,000	2001
Replace interior and closet doors in 19 units			\$15,000	2001
Remodel existing laundry room / install new laundry area			\$4,000	2001
Replace water furnaces and base board heaters			\$9,000	2001
Replace concrete sidewalks/driveways			\$15,000	2002
Replace existing storage units			\$4,000	2002
Remove/replace trees/bushes and landscape at two sites			\$4,000	2002
Replace floor coverings in 19 units			\$50,000	2002
Replace wood decks			\$10,000	2002
Replace entry and storm doors in 19 units			\$27,000	2003
Replace cabinets and counter tops, vanity, and sinks in 10 units			\$25,000	2004
Total estimated cost over next 5 years (year one on annual statement)			\$166,000	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IA117006	Southern Iowa RHA	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Repair floor coverings in 3 units			\$15,000	2001
Replace 2 sliding door units			\$1,500	2001
Replace one wood deck			\$1,500	2001
Replace interior and closet doors			\$4,000	2001
Replace concrete sidewalks			\$2,000	2002
Replace water furnace and heat registers in one unit			\$3,000	2003
Replace entry and storm doors in 5 units			\$6,000	2004
Total estimated cost over next 5 years (year one on annual statement)			\$33,000	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
IA117008	Southern Iowa RHA	0	0%		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)	
Repair foundation on one unit			\$2,000	2001	
Replace floor coverings in tow units			\$10,000	2001	
Replace entry and storm doors on three units			\$3,000	2004	
Total estimated cost over next 5 years (year one on annual statement)			\$15,000		

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
IA117010	Southern Iowa RHA	0	0%		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)	
Replace floor coverings in 5 units			\$13,000	2004	
Total estimated cost over next 5 years (year one on annual statement)			\$13,000		

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

RESOLUTION NUMBER 99-03

WHEREAS THE SOUTHERN IOWA REGIONAL HOUSING AUTHORITY owns 126 units of Public Housing designated as elderly and family units, and

WHEREAS we are required to establish a policy, as mandated by the Quality Housing and Work Responsibility Act (QHWRA), to address De-concentration of low or high income families within a PH complex.

SIHRA is implementing the following De-concentration Statement and Policy:

Southern Iowa Regional Housing Authority (SIRHA) is a Public Housing Authority serving thirteen (13) rural counties in Southern Iowa. We do not serve any cities with populations over 10,000 persons or any counties with more than 50,000 persons. Our Public Housing (PH) units are scattered units located in six (6) of the thirteen counties. We do not have concentrated areas of low income families due to the PH units being scattered through out the towns where they are located. We have looked at the income of our PH tenants and we have no concentration of higher income families in our units. The area has no statistically significant minority population (99.3% white). We propose the following solution if de-concentration becomes necessary.

In order to comply with the required de-concentration provision of the QHWRA we have modified our admission policy to provide that we have the option of skipping a family on the waiting list to assist another family if this action is deemed necessary for us to meet the de-concentration requirement in the QHWRA. SIRHA will have the final decision as to when and if this process is necessary after a review of all relevant facts.

WHEREAS the above policy needs to be added to and made a part of our Admission and Continued Occupancy Policy it is at Section 2,(5).

THEREFORE LET IT BE RESOLVED THAT the above De-concentration Policy and changes for the Public Housing Program become effective immediately.

This resolution was read in its entirety to the Executive Committee of the Board of Commissioners on May 26, 1999, by the Chairman. Motion was made by
and seconded by

. Motion carried. The following vote was taken:

AYES

NAYS

ABSENT

Adair County
Adams County
Cass County
Clarke County

Decatur County
Fremont County
Mills County
Page County
Pottawattamie County
Ringgold County
Taylor County

AYES

NAYS

ABSENT

Union County
RAC Rep.

The Chairman declared the resolution adopted.

October 25, 1995
DATE

L. Darlene Bailiff, Chairman

SEAL

Cathy Seddon, Secretary